



CITY COUNCIL AGENDA ITEM

To: Mayor Graham and City Council
From: Ted Shekell, Planning Director
Walter Denton, City Administrator
Date: December 1, 2008
Subject: Special Event Permit – St. Nicholas Church “Christmas Tree Lot” (MOTION)

List of committees that have reviewed: The Community Development Committee did not review this application at its November 24, 2008 meeting because the application was not received in time for the meeting. The applicant will be present at the meeting on December 1st to address any concerns the Council may have.

Background:

- The applicant, Michael Schaltenbrand for St. Jude’s Crusaders/St. Nicholas Church in O’Fallon, is requesting approval of a special event permit for a Christmas Tree Lot to be held from December 1, 2008 to December 24, 2008 at 531 West Highway 50 (O’Fallon Lumber fenced lot).
- The hours of operation will be Monday – Friday from 5pm to 9pm; Saturdays from 8am to 8pm; and Sundays from 12pm to 6pm.
- The event is being held to raise money for Saint Vincent DePaul, a non-profit charity of Catholic Urban Program.
- The event will be advertised in the O’Fallon Progress and the Belleville News Democrat.
- The applicant intends to string white Christmas lights along the fence.
- The applicant requests approval for a 4 ft x 8 ft ground-mounted wooden sign to be placed at the entrance to the parking lot.

Legal Considerations, if any: None

Budget Impact: none

Staff Review: Pending favorable comments from the Police Department, staff recommends approval of the Special Event Permit with the following conditions:

1. Sufficient lighting must be provided during evening hours.
2. Permission is obtained from the property owner.